



## Career Opportunity

September 29, 2011

12-18

- Do you want to make a positive, significant difference in the lives of citizens in communities throughout California?
- Do you want to directly improve the lives of citizens in the State of California through the implementation of vital environmental restoration projects?

Then the California Conservation Corps (CCC) has the job for you!

The CCC is a dynamic organization committed to developing young men and women by challenging them to complete a year of public service and conservation-related work. Employees of the CCC are leaders who inspire, educate and challenge young people to further their educational and professional goals.

If you are looking to work for a state department that demands excellence, inspires staff to do their best and protects and enhances the state's environment, we invite you to apply for a position with the California Conservation Corps, the finest youth Environmental Restoration, Education, Workforce Development program in the world.

---

## CONSERVATIONIST II FULL TIME / LIMITED TERM (12-18 MONTHS)

### SALARY

\$4,115 - \$4,961

### FINAL FILING DATE

OCTOBER 10, 2011

### POSITION LOCATION

SAN BERNARDINO

RPA #12-1056

### QUESTIONS ABOUT THE JOB

SCOT SCHMIER

(909) 708-8474

OR VISIT OUR WEBSITE:

[WWW.CCC.CA.GOV](http://WWW.CCC.CA.GOV)

### SEND APPLICATION TO

CIVIL SERVICE RECRUITMENT DESK

1719 24TH STREET

SACRAMENTO CA 95816

ATTN: KEVIN SPERRY

**Duties:** Assists in securing basic and remedial educational programs through local educators and the Muir Charter School; drafts contracts and proposals to acquisition the educational programs; monitors and tracks corpsmember attendance, educational participation and success and education budget; assists in the development of and implements alternative educational programs for corpsmembers who have attained their General Education (GED)/High School Diploma; assists in the development of and implements a variety of Corpsmember Development (CMD) program components such as the workplace competencies, skill development, work/learn, wellness programs, corpsmember counseling services, Conservation Awareness Program (CAP) and Career Development; coordinates various CMD activities such as training, high school graduations, etc; enforces all aspects of the Injury and Illness Prevention Program (IIPP) in relation to Corpsmember Orientation Motivation, Education and Training (COMET) and CMD programs; coordination and oversight of the CCC Blue Card Driver program; arranges class instruction/training as needed; enter CMD information into CADCARS database tracking system. Ensures delivery of all necessary COMET components within the required time frames and all required pre-tests/exams are conducted during initial training; assists with the identification, acquisition and scheduling of COMET resources (i.e. instructors, speakers, class supervision, transportation to and from classes, etc) including the drafting of contracts and proposals; completes COMET evaluations; assists in the planning, scheduling and oversight of COMET graduations; responsible for the development and implementation of a supergrade program.

Assists with grant development; coordinating staff training; oversee the coordination of corpsmember volunteer projects, recreation activities and on-center corpsmember committees and groups; directs banquets, community meetings and Corpsmember Advisory Board; enforces CCC policies, standards and goals; maintains state property. Perform additional duties consistent with the CII classification.

Serve as the lead for special programs and staff for CMD programs such as VISTA volunteers. Assists in the transition of corpsmembers coming into and leaving the CCC including gear checkout and check in, coordinating transportation, second chancers, corpsmember orientation, resignation and separation and termination appeal processes. Facilitate corpsmember transfers, extensions and CCC special program application processing.

**Desirable Qualifications:** Desire to make a significant, positive difference in the youth and environment of the state; a strong sense of the values of integrity, honor, loyalty and professionalism. Exhibit strength in character; respect the chain of command; possess unquestionable ethics; perform physically demanding work; demand excellence from others; and lead by example.

**Who May Apply:** Applicants currently at the Conservationist II level, or those who have eligibility for appointment or transfer to this classification.